

MAINTENANCE HVAC TECHNICIAN

DISTINGUISHING FEATURES

The fundamental reason the Maintenance HVAC Technician exists is to perform highly skilled heating, ventilation and air conditioning maintenance, repair and installation functions in the Community Services Department. This classification is not supervisory. Work is performed under independent and general supervision by the Facilities Management Coordinator.

ESSENTIAL FUNCTIONS

Performs installation, preventive maintenance, and repairs on all refrigeration, heating and ventilating equipment, control systems and computer control systems.

Repairs or replaces electrical components such as wire, contractors, starters, relays, overload heaters, motors, compressors, flame guards, pilot ignitors and related fail safe controls on large and small air conditioning and heating equipment.

Lays out, fabricates and installs metal, fiberglass, flexible ductwork, diffusers, grills and turning veins.

Installs piping and pumps related to the HVAC trade that transfer water, oil, brine, refrigerant, and chemicals for water treatment.

Analyzes gauge and meter readings relating to pneumatic air, water pressure, water chemical and solids content, refrigerant pressures, oil pressure, and contaminant content.

Maintains written or computer based logs on preventive maintenance, cooling tower water use, filter changing, belt life cycle, bearing life cycle, cooler pump life cycle, etc.

Enters new data into computer base on Energy Management Control System to allow schedule and use changes in city facilities.

Maintains and repairs all types of large HVAC systems including chilled water, water cooled, reciprocating and centrifugal systems including pumps, cooling towers, both pneumatic and digitally controlled.

Installs and programs computer based energy management systems to control energy use by city facilities.

Evaluates and recommends new products that may be beneficial to lower maintenance and operating costs of our HVAC equipment.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

Pneumatic and digital electronic HVAC controls.

Maintaining and repairing all types of large HVAC systems.

Installing and programming computer based energy management systems.

Ability to:

Read and interpret mechanical, electrical and pneumatic schematics related to the HVAC trade.

Interpret assignments from blueprints, sketches, and material takeoffs.

Maintain and repair all types of large HVAC systems.

Install and program computer based energy management systems.
Operate a variety of shop equipment and hand tools.
Operate a motor vehicle.
Install, perform preventive maintenance, and repair all refrigeration, heating and ventilating equipment, control systems and computer control systems.
Repair and replace electrical components.
Install piping and pumps.
Analyze gauge and meter readings.
Move heavy objects over 50 lbs.
Climb ladders and work at heights.
Bend and stoop repeatedly; lift arms above head on continual basis.
Skillfully maneuver small objects.
Estimate material costs from blueprints or workplans.
Work in small, cramped areas.
Exercise good physical and hand/eye coordination.
Communicate effectively and maintain effective working relationships with co-workers, supervisors, and the general public.
Perform basic math calculations.
Maintain detailed records of activities and completed work orders.
Perform work in a safe and timely manner.
Commit to teamwork, have a shared commitment to quality.
Demonstrate the willingness to assume ownership.
Maintain regular consistent attendance and punctuality.
Operate a personal computer and related software to prepare workorders, documents, e-mail and timesheets.

Education & Experience

Any combination of training and experience equivalent to a technician's certificate in a HVAC specialized field or a 4 year apprenticeship program in an approved HVAC program; and 5 years experience in HVAC maintenance and repair, including 2 years working on large tonnage chilled water systems.

Must possess a valid Arizona Driver's License with no major driving citations in the last 39 months.

FLSA Status: Non-exempt

HR Ordinance Status: Classified